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Instruction Memorandum No. BC-2002-014
Expires: 09/30/2003

To: All Washington Office and Field Office Officials

From: Director, National Business Center

Subject: Skirt Uniform Component

Program Area: National Uniform Program

Purpose: This Instruction Memorandum (IM) notifies all states and centers that a skirt component has been added to the National Uniform Program and the process by which this component may be obtained.

Policy/Action: A skirt uniform component has been added to the BLM uniform program. This skirt will be available from VF Workwear (formerly Uniform Solutions). Due to the relative low volume of purchases forecasted, skirt orders will only be placed on a biyearly basis. These dates are still to be established but should be approximately every six months.

The biyearly dates will be coordinated between the National Uniform Program Manager and VF Workwear. The State Uniform Coordinators will be notified of the dates and will advise and collect orders from their cognizant organizations. The National Uniform Program Manager will transmit the orders collected, in mass, to VF Workwear.

Timeframe: This IM is effective immediately.

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Budget Impact: Minimal.

Background: Prior to FY 1999, the Uniform Program utilized a single vendor (Lyon Apparel) and there was a skirt component in the program. As a result of some issues, e.g., too many components, changes/modifications of items, and a non-mandatory wear program (forecasting difficulties), the sole source vendor refused to participate in future contracts with BLM. Without a single source supplier to manufacture components to BLM specifications, the Uniform Committee decided to reduce the number of components to a basic selection and thereby the skirt was eliminated from the program. In FY 2001, mandatory wear positions were established and compliance was incrementally instituted. During this time it became apparent, through many concerns about the lack of a skirt in the program, that a skirt component needed to be reincorporated into the Uniform Program. Full compliance with mandatory uniform wear policy became compulsory as of Oct 1, 2001.

Manual/Handbook Section Affected: This IM affects Manual Section 1103 - Uniforms.

Coordination: This document was coordinated with the National Uniform Program Manager, National Uniform Committee, and the National Business Center.

Contact: For further information on the BLM Uniform Program, please contact the National Uniform Program Manager, Shirley Campbell, at 303-236-3586.

Signed by:
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